

University Curriculum Committee Meeting

Meeting #1, September 16, 2024

Members (those present in bold; * indicates a voting member):

Erin James, Chair*

Barb Kirchmeier

Francesca Sammarruca

Dave Paul*

Stacy Isenbarger*

Stacey Doumit*

Young Park*

Dan Cordon*

Steve Shook*

Erkan Buzbas*

Norman Lee*

Mark Adams*

Derrick Phillips*

Dwaine Hubbard

Paul Tietz*

Anya Zuercher*

Gwen Gorzelsky

Guests present: Ted Unzicker, Trevor White, Vibhav Durgesh, Ken Udas, Joules BC Beeston, Gabriel Potirniche, Rebecca Frost, Robert Rinker, Eric Wolbrecht, Russell Qualls

- I. Chair Erin James called the meeting to order at 3:30 pm.
- II. Announcements and Communications
- III. New Business

UCC Agenda Item Number: UCC-25-001

Item(s) Under Consideration: Overview of UCC's role and processes and review of curriculum handbook

Speaker: Ted Unzicker

Outcome: No vote needed: informational item only (covered material contained in the [Curriculum Changes Handbook](#)).

UCC Agenda Item Number: UCC-25-002

Item(s) Under Consideration: Review of parliamentary procedures and standing rules

Speaker: Erin James

Outcome: No vote needed: informational item only

UCC Agenda Item Number: UCC-25-003

Item(s) Under Consideration: Edit Natural Resources and Environmental Law Academic Certificate

Speaker: Mark Adams

Discussion: This proposal requested updating the curriculum to provide greater flexibility and making narrative changes to clarify the certificate's audience. No additional discussion was needed.

Outcome: Approved unanimously

UCC Agenda Item Number: UCC-25-004

Item(s) Under Consideration: Edit Environmental Science MS

Speaker: Erin James

Discussion: This proposal corrected a clerical error regarding the program's availability and included other narrative changes related to the four-digit course number change.

Outcome: Approved unanimously

UCC Agenda Item Number: UCC-25-005

Item(s) Under Consideration: Edit Child Feeding Undergraduate Academic Certificate

Speaker: Trevor White

Discussion: This proposal was submitted to correct a previous submission error with one of the required courses.

Outcome: Approved unanimously

UCC Agenda Item Number: UCC-25-005

Item(s) Under Consideration: Edit Food and Nutrition BS

Speaker: Trevor White

Discussion: This proposal requested adding a new course to the curriculum to improve students' foundational knowledge, and Trevor explained that they had already consulted with Philips Scruggs and ensured permission was acquired. Dave Paul noted that the course would soon be going from two credits to three and asked if that would be a problem. Ted Unzicker said it should be updated automatically in the system when the course change is approved, and Trevor said that change still shouldn't put them over the 120 credits for undergraduate degrees.

Outcome: Approved unanimously

UCC Agenda Item Number: UCC-25-005

Item(s) Under Consideration: Edit FN 4510 and 4911

Speaker: Trevor White

Discussion: The FN 4510 proposal requested adding a joint-listed course, making a small course description change, and changing when it is typically offered. The FN 4911 proposal requested adding a joint-listed course and making a small course description change to reflect the added joint-listing.

Outcome: Approved unanimously

UCC Agenda Item Number: UCC-25-006

Item(s) Under Consideration: Inactivate ME 3070 and 3080

Speaker: Vibhav Durgesh

Discussion: These inactivations were proposed in conjunction with the changes to ME 407/4070, as ME 407/4070 would be replacing ME 3070 and 3080, which would better align with the ME curriculum.

Outcome: Approved unanimously

UCC Agenda Item Number: UCC-25-006

Item(s) Under Consideration: Add ME 4021, 4022, and 4023

Speaker: Vibhav Durgesh, Eric Wolbrecht

Discussion: Dave Paul asked for further clarification on the purpose of ME 4023, and Vibhav explained that students in 4023 would be mentoring students in ME 4021 and 4022 as well as further advancing their own knowledge and experience. Dave expressed concern that it was unclear from the description

whether students would be mentoring other students or whether students would be mentored by the instructor, and Steve Shook agreed. Steve also said he felt the assessment and learning outcomes were vague and noted that the rationale was the same for all three proposals, despite the difference in material between the Machine Shop courses (ME 4021 and 4022) and the Machine Shop mentoring course (ME 4023). He pointed out that the assessment included 25% of their grade being composed of assignments and projects, and he would like more information as to how that would function in a mentoring course, explaining that it looked like the information had been copied and pasted, but didn't quite fit the course description. Eric Wolbrecht said he would need to contact the instructor before he could properly address that question.

Stacy Isenbarger also pointed out that the prerequisites only included ME 4021, which may enable students to enroll in ME 4023 to mentor ME 4022, even though they may not have taken that course. She asked if it may be better to change the prerequisites to "(ME 4021 or ME 4022) and Permission" rather than "ME 4021 and Permission." Eric explained that due to the curriculum in the second course (ME 4022), students may come in with previous industry experience that makes them eligible as mentors without needing the formal instruction contained in ME 4022. He also explained that the intention was for all students to receive permission before enrolling in ME 4023 to ensure they have the necessary skill set and experience. Eric added that this series is being added as part of an upcoming program change, but these courses are electives rather than required coursework in that proposal. After the explanation, Stacy said she was comfortable moving forward with the existing prerequisites because they sounded like they had a set plan moving forward to address potential concerns.

Stacey Doumit asked if the student mentors in ME 4023 would essentially function as teaching assistants. Gabriel Potirniche explained that teaching assistants are usually graduate students, while these would be undergraduate students. Vibhav further added that the intention was for students to continue learning and advancing their own knowledge while mentoring other students, which is different than a teaching assistant's role and purpose.

Erin James pointed out the specificity of the language used in ME 4022 regarding G-code and CAM software and asked if this may be something that would change in the future. Eric and Vibhav both agreed that it was standard language that has been in use for decades, so it wasn't likely to change anytime soon.

The committee agreed to approve the ME 4021 and 4022 courses, but send ME 4023 back for edits regarding the assessment and rationale (with an additional request for an updated syllabus that is unique to ME 4023 rather than a copy of the same material for ME 4021 and 4022).

Outcome: ME 4021 and 4022 approved unanimously; ME 4023 postponed and rolled back for edits

UCC Agenda Item Number: UCC-25-006

Item(s) Under Consideration: Add ME 4400, 4420, and 4430

Speaker: Erin James

Discussion: These were courses that were taught in the past as special topics courses, and due to the success of those courses, they would like to make them official courses.

Outcome: Approved unanimously

UCC Agenda Item Number: UCC-25-006

Item(s) Under Consideration: Add CHE 4840, CS 4718, and CYB 4442

Speaker: Gabriel Potirniche

Discussion: These were courses that were taught in the past as special topics courses, and due to the success of those courses, they would like to make them official courses. In Steve Shook suggested replacing the first “and” with a comma and adding an Oxford comma to the CHE 4840 prerequisites to ensure catalog consistency. Steve also suggested removing the second paragraph in the CYB 4442 course description to make it more concise. After explaining that this paragraph included the learning outcomes for the course, which isn’t standard to include in the course description, Gabriel Potirniche agreed to the change on behalf of the instructor. Dwaine Hubbard noted that the final line regarding additional work being required for graduate credit should be kept, though the rest of the paragraph could be removed.

Outcome: Approved unanimously with edits to CHE 4840 and CYB 4442

UCC Agenda Item Number: UCC-25-006

Item(s) Under Consideration: Add CS 4670

Speaker: Robert “Bob” Rinker

Discussion: Stacey Doumit noted the length of the course description and asked if the third-to-last and second-to-last sentences could be removed to make it more concise. Bob agreed to the suggestion.

Outcome: Approved unanimously with course description edits

UCC Agenda Item Number: UCC-25-006

Item(s) Under Consideration: Edit ME 4070 and ECE 4210

Speaker: Vibhav Durgesh, Eric Wolbrecht

Discussion: Dave Paul asked how a student’s success would be measured in the mentoring course (ME 4070), and Vibhav explained that the student will work with an advisor, who will evaluate their contributions and progress. This evaluation will include assignments such as a mentee’s daily logbook. After some discussion, the committee concluded that the learning outcomes better suited what a mentee would be learning rather than a mentor, which doesn’t match the students taking the ME 4070 course. Eric Wolbrecht volunteered to communicate with the faculty advisor to ensure he didn’t convey incorrect information. Erin also noted that a syllabus wasn’t attached, and doing so may help the committee have a greater understanding of the course.

Outcome: ME 4070 postponed for revised assessment/learning outcomes and possibly an attached syllabus; ECE 4210 approved unanimously

UCC Agenda Item Number: UCC-25-006

Item(s) Under Consideration: Edit Aerospace certificate

Speaker: Vibhav Durgesh

Discussion: Erin noted that some of the proposed courses didn’t have the correct numbers, so that should be updated to reflect the new course numbers. Vibhav explained that the course numbers hadn’t been made official for those new courses when this certificate proposal was submitted, so the incorrect numbers were used as placeholders, so it would be fine to change them. She also noted a redundancy in the language and suggested removing the line “The remaining six credits should be selected from the following list of electives” or “Choose two courses from the following.” She also noted that “course” should instead be “courses” at the bottom of the curriculum section.

Outcome: Approved unanimously with edits

Chair Erin James closed the meeting at 4:38 pm.

Sydney Beal-Coles
UCC Secretary